

S SYSTEMATIC
T TRANSFER
P PLAN

Enrolment Form
(Please read terms & conditions overleaf)

KETAN SAMPAT
ARN - 12673



Enrolment
Form No.

Date :

The Trustee

HDFC Mutual Fund

I / We have read and understood the contents of the Offer Documents of the respective Scheme(s) and the terms & conditions overleaf. I / We hereby apply for enrolment under the STP of the following Scheme(s) / Plan(s) / Option(s) and agree to abide by the terms and conditions of the respective Scheme(s) / Plan(s) / Option(s).

Name of the First / Sole Applicant	
Name of the Guardian (in case of First / Sole Applicant is a minor)	
Name of the Second Applicant	
Name of the Third Applicant	

Particulars	Scheme 1*	Scheme 2*
1. Folio No. of 'Transferor' Scheme		
2. Name of 'Transferor' Scheme/Plan/Option		
3. Name of 'Transferee' Scheme/Plan/Option		
4. Type of STP Plan / Frequency (Please ✓ any one Plan / Frequency only)	<input type="checkbox"/> FSTP <input type="radio"/> Monthly <input type="radio"/> Quarterly <input type="checkbox"/> CASTP <input type="radio"/> Monthly <input type="radio"/> Quarterly	<input type="checkbox"/> FSTP <input type="radio"/> Monthly <input type="radio"/> Quarterly <input type="checkbox"/> CASTP <input type="radio"/> Monthly <input type="radio"/> Quarterly
5. Date of Transfer (Please ✓ any one only)	<input type="checkbox"/> 1st of the month <input type="checkbox"/> 10th of the month <input type="checkbox"/> 15th of the month <input type="checkbox"/> 25th of the month	<input type="checkbox"/> 1st of the month <input type="checkbox"/> 10th of the month <input type="checkbox"/> 15th of the month <input type="checkbox"/> 25th of the month
6. Enrolment Period	From : MM YY To : MM YY	From : MM YY To : MM YY
7. Amount of Transfer per Instalment	FSTP Rs. _____	FSTP Rs. _____
8. Total Amount of Transfer	FSTP Rs. _____	FSTP Rs. _____
9. Receipt of Document(s) by E-Mail (Please ✓)	<input type="checkbox"/> Account Statement <input type="checkbox"/> Newsletter <input type="checkbox"/> Annual Report E-Mail ID : _____	

* In case of insufficient space and enrolment for more than two schemes, please fill up separate Enrolment Forms.

SIGNATURE(S)

_____ First/Sole Unit holder / Guardian _____ Second Unit holder _____ Third Unit holder

Please note : Signature(s) should be as it appears on the Application Form and in the same order.
In case the mode of holding is joint, all Unit holders are required to sign.

ACKNOWLEDGEMENT SLIP (To be filled in by the Unit holder)

HDFC MUTUAL FUND
Regd. office : Ramon House, 3rd Floor, H.T. Parekh Marg,
169, Backbay Reclamation, Churchgate, Mumbai 400020

Date : _____ Enrolment Form No. _____

Received from Mr./Ms./M/s. _____ 'STP' application(s) for transfer of Units;

1. From Scheme / Plan / Option _____
to Scheme / Plan / Option _____

2. From Scheme / Plan / Option _____
to Scheme / Plan / Option _____

ISC Stamp & Signature

TERMS & CONDITIONS

1. STP is a facility wherein unit holder(s) of designated open-ended scheme(s) of HDFC Mutual Fund can opt to transfer a fixed amount or capital appreciation amount at regular intervals to designated open-ended scheme(s) of HDFC Mutual Fund. Currently, the schemes eligible for this facility are as follows:
HDFC Growth Fund, HDFC Equity Fund, HDFC Top 200 Fund, HDFC Capital Builder Fund, HDFC Index Fund, HDFC Balanced Fund, HDFC Prudence Fund, HDFC Long Term Advantage Fund (an open-ended equity linked savings scheme having a lock-in period of 3 years - formerly HDFC Tax Plan 2000), HDFC TaxSaver, HDFC MF Monthly Income Plan (an open-ended income scheme. *Monthly income is not assured and is subject to availability of distributable surplus*), HDFC Core & Satellite Fund, HDFC Multiple Yield Fund, HDFC Multiple Yield Fund - Plan 2005, HDFC Premier Multi-Cap Fund, HDFC Income Fund, HDFC High Interest Fund, HDFC Short Term Plan, HDFC Cash Management Fund, HDFC Gilt Fund, HDFC Floating Rate Income Fund, HDFC Liquid Fund.
The above list is subject to change from time to time. Please contact the nearest Investor Service Centre (ISC) of HDFC Mutual Fund for updated list.
2. The STP Enrolment Form should be completed in English and in Block Letters only. Please tick (✓) in the appropriate box (☐), where boxes have been provided. The STP Enrolment Form complete in all respects, should be submitted at any of the Investor Service Centres (ISCs) of HDFC Mutual Fund.
3. A single STP Enrolment Form can be filled for more than one Scheme/Plan/Option. For example, if a unit holder wants to enroll for STP in HDFC MF Monthly Income Plan and HDFC Equity Fund, he can fill in the details of both the schemes in single STP Enrolment Form.
4. Investors are advised to read the Offer Document(s) of the Transferee Scheme(s) carefully before investing. The Offer Document(s)/Key Information Memorandum(s) of the respective Scheme(s) are available with the ISCs of HDFC Mutual Fund, brokers/distributors and also displayed at the HDFC Mutual Fund website i.e. www.hdfcfund.com.
5. Unit holders should note that unit holders' details and mode of holding (single, jointly, anyone or survivor) in the Transferee Scheme will be as per the existing folio number of the Transferor Scheme.
6. STP offers unit holders the following two Plans:
 - i. **Fixed Systematic Transfer Plan (FSTP)**
 - ii. **Capital Appreciation Systematic Transfer Plan (CASTP)**

Both the Plans will further offer transfer facility at monthly and quarterly intervals. Unit holder is free to opt for any of the Plans and also choose the frequency of such transfers.
7. Under the **FSTP - Monthly Interval**, unit holders will be eligible to transfer a fixed amount (minimum Rs. 1,000 and in multiples of Rs. 100 thereof for schemes other than HDFC TaxSaver and HDFC Long Term Advantage Fund and minimum Rs. 500 and in multiples of Rs. 100 thereof for HDFC TaxSaver and HDFC Long Term Advantage Fund) on the 1st, 10th, 15th or 25th of each month. Under the **FSTP - Quarterly Interval**, unit holders will be eligible to transfer a fixed amount (minimum Rs. 3,000 and in multiples of Rs. 100 thereof for schemes other than HDFC TaxSaver and HDFC Long Term Advantage Fund and minimum Rs. 1,500 and in multiples of Rs. 100 thereof for HDFC TaxSaver and HDFC Long Term Advantage Fund) on the 1st, 10th, 15th or 25th of the first month of each quarter. The beginning of the quarter could be of any month for e.g. April, August, October, November, etc. In case there is no minimum amount (as specified above) available in the unit holder's account, the residual amount will be transferred to the Transferee Scheme and account closed. Unit holders should be aware that if they decide to take up this facility, there is possibility of erosion of capital for e.g. If the unit holder decides to withdraw Rs. 3,000 every quarter and the appreciation is Rs. 2,500, then such redemption proceeds will comprise of Rs. 2,500 from the capital appreciation and Rs. 500 from the unit holder's capital amount.
8. Under the **CASTP - Monthly Interval**, unit holders will be eligible to transfer the entire capital appreciation amount (minimum Rs. 300) by way of capital appreciation on the 1st, 10th, 15th or 25th of each month. Under the **CASTP - Quarterly Interval**, unit holders will be eligible to transfer the entire capital appreciation amount (minimum Rs. 1,000) by way of capital appreciation on the 1st, 10th, 15th or 25th of the first month of each quarter. The beginning of the quarter could be of any month for e.g. April, August, October, November, etc. Please note that no transfers will take place if there is no minimum capital appreciation amount (except for last transfer leading to closure of account). The capital appreciation, if any, will be calculated from the enrolment date of the CASTP under the folio, till the first transfer date. Subsequent capital appreciation, if any, will be the capital appreciation between the previous CASTP date (where redemption has been processed and paid) and the next CASTP date for e.g. if the appreciation is Rs. 3500 in the first quarter and Rs. 3,000 in the second quarter, the unit holder will receive only the appreciation i.e. Rs. 3,500 in the first quarter and Rs. 3,000 in the second quarter.
9. There should be a minimum of 6 installments for enrolment under Monthly FSTP and CASTP and 2 installments for Quarterly FSTP and CASTP. Also, the minimum unit holder's account balance at the time of STP enrolment should be Rs. 25,000.
10. a. Load structure for investments through STP to the following Transferee Schemes viz. HDFC Growth Fund, HDFC Equity Fund, HDFC Top 200 Fund, HDFC Capital Builder Fund, HDFC Prudence Fund, HDFC Balanced Fund, HDFC Core & Satellite Fund, HDFC Premier Multi-Cap Fund, HDFC Long Term Advantage Fund (an open-ended equity linked saving scheme with a lock-in period of 3 years) and HDFC TaxSaver (an open-ended equity linked saving scheme with a lock-in period of 3 years). The details of Load Structure are as follows :
The amount transferred under the STP from the Transferor Scheme to the Transferee Scheme shall be effected by redeeming units of Transferor Scheme at applicable NAV, **without payment of any Exit Load**, if any, and subscribing to the units of the Transferee Scheme at applicable NAV, **subject to payment of an Entry Load of 1%** in respect of each STP investment. In case the date falls on a Non-Business Day or falls during a book closure period, the immediate next Business Day will be considered for the purpose of determining the applicability of NAV. **An Exit Load of 1.25%** is payable if units in the Transferee Scheme are redeemed / switched - out on or before 2 years from the date of allotment of units.
(This Exit Load provision will not be applicable for HDFC TaxSaver and HDFC Long Term Advantage Fund as the units are locked-in for a period of 3 years).
- b. Load Structure for investments through STP to the Transferee Schemes other than above :-
The amount transferred under the STP from the Transferor Scheme to the Transferee Scheme shall be effected by redeeming units of Transferor Scheme at applicable NAV, without payment of any Exit Load, if any, and subscribing to the units of the Transferee Scheme at applicable NAV, without payment of any Entry Load, if any, as on the specified date of a month or a quarter. In case the date falls on a Non-Business Day or falls during a book closure period, the immediate next Business Day will be considered for the purpose of determining the applicability of NAV.
The applicable Entry Load (% wise) originally waived will be levied in the Transferee Scheme if units are redeemed on or before expiration of two years from the date of transfer.
Further, applicable Exit Load, if any, in the Transferee Scheme / Plan / Option as on the date of allotment of units will also be levied.
11. STP will be automatically terminated if all units are liquidated or withdrawn from the Transferor Scheme or pledged or upon receipt of intimation of death of the unit holder.
12. The provision of '**Minimum Redemption Amount**' as specified in the offer document(s) of the respective designated Transferor Schemes and '**Minimum Application Amount**' specified in the offer document(s) of the respective designated Transferee Schemes will not be applicable for STP.
13. An account statement will be dispatched by mail or by e-mail (if opted by the unit holder) to the unit holder normally within 3 Business Days from the date of transaction indicating the new balance to the credit of the unit holder's account.
14. Unit holders will have the right to discontinue the STP facility at any time by sending a written request to the ISC. Notice of such discontinuance should be received at least 7 days prior to the due date of the next transfer date. On receipt of such request, the STP facility will be terminated.
15. Units of HDFC Long Term Advantage Fund and HDFC TaxSaver cannot be assigned / transferred / pledged / redeemed / switched - out until completion of 3 years from the date of allotment of the respective units.
16. As per the directives issued by SEBI, obtaining / quoting UIN under the SEBI (Central Database of Market Participants) Regulations, 2003 has been temporarily suspended. In case it is made applicable in future, applicants who are termed as 'specified investors', will be required to quote Unique Identification Number (UIN) allotted under SEBI (Central Database of Market Participants) Regulations, 2003 in the application form. Any application form without these details will not be accepted by the Mutual Fund.
17. The Trustee reserves the right to change/modify the terms and conditions of the STP.